

Little Falls School #1 Chapter of the National Junior Honor Society By-Laws

ARTICLE I: NAME AND PURPOSE

Section 1 - The name of this chapter shall be the Little Falls School #1 Chapter of the National Junior Honor Society.

Section 2 - The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership and citizenship, and to encourage the development of character in students of Little Falls School #1.

ARTICLE II: MEMBERSHIP

Section 1 - Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at the end of their enrollment. Graduate and honorary members have no vote in chapter affairs.

Section 2 - Membership in this chapter is an honor bestowed upon deserving students by the faculty, and shall be based on the criteria of Scholarship, Service, Leadership, Citizenship, and Character.

Section 3 - Eligibility:

- a. Candidates eligible for election to this chapter must be in grades 7 - 8.
- b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at Little Falls School #1.
- c. Candidates eligible for election to the chapter shall be on either the "Distinguisher Honor Roll" or "Honor Roll" for the first two marking periods. This scholastic level of achievement shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to *candidacy* for selection to membership.
- d. Upon meeting the grade level, attendance, and academic standard requirements, candidates shall then be considered based on their service, leadership, citizenship, and character.

ARTICLE III: SELECTION OF MEMBERS

Section 1 - The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of at least five faculty members appointed by the principal. The chapter adviser shall be a non-voting, ex-officio member of the Faculty Council.

Section 2 - Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit the Candidate Form for further consideration for selection.
- c. The Faculty Council shall review the Candidate Form in order to determine membership.

Section 3 - The selection of new, active members shall be held once a year after the second semester of the school year.

Section 4 - Candidates become members when inducted at a special ceremony.

Section 5 - Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

Section 6 - An active member of the National Junior Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the Principal or adviser.

Section 7 - An active member of the National Junior Honor Society who transfers to this school will be *automatically* accepted for membership in this chapter. The Faculty Council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

ARTICLE IV: DISCIPLINE and DISMISSAL

Section 1 - Any member who falls below the standards of scholarship, leadership, character, citizenship, or service may be dismissed from the Little Falls School #1 Chapter of the National Junior Honor Society. A member of the National Junior Honor Society is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community. A member should continue to be on either the either the "Distinguisher Honor Roll" or "Honor Roll" for three out of four marking periods.

Section 2 – Members must attend monthly meetings. If a member is absent from school the day of a meeting that would count as an excused absence. If the member was in school and does not speak to advisor about missing the meeting that is counted as an unexcused absence. More than two unexcused absences the member will be spoken to. Any absences after that could lead to dismissal from the NJHS.

Section 3 - If a member's academic grades fall below the standard in effect when he/she was selected he /she will be given a written warning and a time period for improvement. If the grades remain below standard at the end of the warning period the student will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter.

Section 4 - Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to stealing, destruction of property, cheating, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

Section 5 - Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council or student/parent). If the member is involved in another violation of the school conduct code, the member may be dismissed.

Section 6 - In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser/Faculty Council. The member and adviser will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held (see below).
- b. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the vote on dismissal (in accordance with due process identified in **Article X** of the National Constitution). The member has the opportunity to present his/her defense either in person or in writing. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
- c. The results of the Faculty Council vote will be reviewed by the principal, and then if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the adviser.
- d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.
- e. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Junior Honor Society.

Section 7 - In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE V: OFFICERS

Section 1 - The officers of the chapter shall be president, vice president, secretary and treasurer.

Section 2 - Student officers shall be elected at the last meeting of each school year. All returning active members are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

Section 3 - A majority vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes.

Section 4 - It shall be the duty of the president to preside at the meetings for this chapter.

Section 5 - The vice-president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.

Section 6 - The secretary shall keep the minutes of meetings and be responsible for all official chapter correspondence.

Section 7 - The treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1 - The executive committee shall consist of the faculty adviser and the chapter officers.

Section 2 - The executive committee shall have general charge of the meetings and the business of the chapter, but any action by the executive committee is subject to the review of the chapter members.

ARTICLE VII: MEETINGS

Section 1 - Meetings of this chapter shall be held monthly. Additional meetings may be added at the discretion of the faculty adviser.

Section 2 - This chapter shall conduct its meetings according to *Robert's Rules of Order*.

Section 3 - All chapter members are expected to attend all regularly-scheduled chapter meetings.

ARTICLE VIII: ACTIVITIES

Section 1 - The chapter shall determine one or more service projects for each year.

Section 2 - All members shall regularly participate in these projects.

Section 3 - These projects shall have the following characteristics: fulfill a need within the school or community, have the support of the administration and the faculty, be appropriate and educationally defensible, and be well-planned, organized, and executed.

Section 4 - Each member shall have the responsibility for choosing and participating in an individual service project which reflects his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute.

Section 5 – Each member shall be responsible for 10 service hours which can be both a combination of both in school and out of school. Each member is responsible for maintaining activity log and they must be responsible for setting up their own hours and getting their activities pre-approved.

Section 6 – Half year members shall be responsible for 4 hours service hours which can be both a combination of both in school and out of school. Each member is responsible for maintaining activity log and they must be responsible for setting up their own hours and getting their activities pre-approved.

Section 7 - The chapter shall publicize its projects in a positive manner.

ARTICLE IX: EMBLEM

Section 1 - Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Junior Honor Society.

Section 2 - Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

ARTICLE X: DUES

Section 1 – A onetime non-refundable fee for this chapter shall be \$20.

Section 2 - Dues will be payable to Little Falls School #1 National Junior Honor Society.

ARTICLE XI: POWERS

Section 1 - The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 2 - The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 3 - These bylaws are designed to amplify provisions of the National Constitution and cannot contradict any components thereof. The chapter is obligated to adhere to the provisions of the National Constitution in all activities it undertakes.

ARTICLE XII: AMENDMENTS

Section 1 - These by-laws may be amended by a 2/3 vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal.

Section 2 - By-laws and amendments must be consistent with the Constitution of the National Junior Honor Society.

Date: February 8, 2016